

**ALTON WATER WORKS  
67 FRANK C. GILMAN HIGHWAY  
ALTON, NEW HAMPSHIRE  
REGULAR MEETING OF  
APRIL 22, 2019**

PRESENT: Chairman Virgil Macdonald  
Vice Chairman Patrick O'Brien  
Commissioner Rossiter Holt (Bob)  
Superintendent Courtney Mitchell

**It was stated to all in attendance, prior to the meeting, that the meeting would be taped for accuracy and erased as soon as the minutes are approved.**

- A. CALL TO ORDER: Chairman Macdonald called the meeting to order at 6:03 pm.
- B. APPROVAL OF AGENDA: Motion was made by Chairman Macdonald to approve the agenda as read, was seconded by Commissioner Holt. Vote was taken all were in agreement.
- C. APPROVAL OF MINUTES: NONE
- D. PUBLIC INPUT: NONE
- E. CORRESPONDENCE: NONE
- F. SUPERINTENDENTS REPORT TO THE COMMISSIONERS:

Flushing is scheduled for April 23<sup>rd</sup> and 24<sup>th</sup> between the hours of 9pm and 5am. Notification via Facebook, Postings at Town Hall and Post Office as well as Town Web Page were made.

Summer lines are on; calls are continuing to come in for camp turn-ons. There were a lot of call-outs for summer line problems this weekend concerning frozen lines, leaking valves, etc.

Levey Park is completely fixed and we will be running it Monday next week after flushing to test it before Jones is scheduled to be repaired.

Brad Smith correspondence regarding the backflows he purchased at the Christian Center. Mr. Smith wrote a letter to the Town Administrator voicing concern over the necessity of backflow preventers for all water customers in the Alton Bay Christian Conference Center. The Town Administrator referred his letter to the Alton Water Works.

The superintendent spoke with the Commissioners as she had not been involved with this matter. After discussing the issue with the Commissioners, she wrote a letter back to Mr. Smith with basic information on the backflow/cross –connection program. There are so many lines going into the Center that you could not use testable backflows on the main lines as it would be too expensive.

We do have a meter replacement program and if the homeowner does not have a residential dual check valve they will be required to install one.

Testable backflow meters are to be tested in May by New England Service Company who also did them last year.

There was a leak at the curb box at 5 Riverside repaired an old repair at the curb box. In repairing the curb box we determined that the repair was made and tied into an old lead service, this service was discontinued and replaced with CTS which will be billed to the customer. When the water was turned on we found that the service was plugged solid. Due to the high water level, we provided them with a temporary service. We encountered a lot of water and will finish this repair when the spring like condition is gone.

Photos were provided for reference to show the blockage at 5 Riverside, the ice buildup at Levey Park well and also showing the depth of that service.

The 3 valves that are to be moved from the customer's property into the right-of-way will be scheduled as soon as the weather clears.

There was a problem with a hydrant on East Side Dr. where the hydrant kept being destroyed. So the property owner was asked if the hydrant could be placed on their property. They agreed and were told that they would only be billed the minimum. The Alton Water Works would like to hook up the meter for accountability. Vice Chairman O'Brien would like a letter drafted to the property owners stating that the agreement should be for only as long as they own the property and as long as the water usage doesn't change such as adding a pool etc.

Superintendent Mitchell would like the commissioners to read the Water Use Ordinance Proposed Revisions March 2019.

- G. OLD BUSINESS: Discussion was held as to the placing of a lien and how it basically works and the restrictions of doing so. In the Rules and Regulations of the Alton Water Works under 3. Billing: section "b. All billing for the use of water shall be made to the owner of the property as listed on the Town of Alton Tax Records. Outstanding water bills are a lien against the property."

Chairman Macdonald made a Motion to "Rescind the motion to place a lien on a property that has an overdue balance."

Vice Chairman O'Brien seconded the motion for discussion. Further discussion was held on overdue bills.

Vote was taken on the motion "To rescind the motion to "Place a lien on the property with account number 744/781 for the total amount of the bill plus the charge of a new meter." that was made at the meeting of April 8, 2019." All were in agreement, motion passed.

2 abatements were discussed and signed.

Vice Chairman O'Brien brought up the subject of meter reading and billing and if the placement of the reader pads could be standardized.

- H. NEW BUSINESS: Vice Chairman O'Brien asked if there were any concerns on the budget. Commissioner Holt brought up the Meter program, discussion was held on some of the line items, the well payment, the payment of the truck, and wages. Discussion was held on the laborers test for Grade 1 Distribution.
- I. NON-PUBLIC SESSION: NONE
- J. ADJOURNMENT: Motion to adjourn was made by Commissioner Holt, seconded by Vice Chairman O'Brien, vote was taken, and all were in agreement. Time: 7:10 pm

Respectively submitted:  
Penny Williams  
Clerk

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DATE SIGNED

  
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VIRGIL MACDONALD – CHAIRMAN

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PATRICK O'BRIEN – VICE CHARMAN

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ROSSITER HOLT - COMMISSIONER